

ACQUISITIONS BRANCH

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OCR

I. Organization

A. Personnel

The Acquisitions Branch has an authorized ceiling of 47 positions. As of 8 February 1963, all but two positions were filled.

Of the 47 positions, 29 are professional and 18 are clerical.

B. Mission

25X1

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The Acquisitions Branch is responsible for: 1) [REDACTED]

25X1

[REDACTED], and 2) acquiring domestic U. S. publications and certain foreign publications through commercial dealers, book agents, and covert mail drops for use of CIA.

C. Structure

1. Office of Chief

Comprises the Chief, his Deputy, Secretary, Fiscal Staff (2), and Mail Clerk, or a total of six (6) people.

2.

25X1

[REDACTED]

3. Domestic Section

Operates exclusively for CIA. Consists of 13 people, comprising a Cash Procurement Unit and a Purchase Order Unit.

II. Local Statistical Records

The following data are based on Branch production during Fiscal Year 1962:

1. Total Publications Procured (pieces).....2,116,646
 - a. Books
 - volumes.....257,857
 - titles.....120,659
 - b. Newspapers
 - issues.....772,063
 - titles..... 2,800
 - c. Periodicals
 - issues.....772,701
 - titles..... 5,300
 - d. Press Summaries, Brochures
 - copies.....314,025
2. Total Subscriptions Placed.....16,000

Note: this total includes a substantial number of foreign subscriptions placed through the PPO Program on behalf of NSA, AMS, HEN, etc. These subscriptions are not machine controlled.